

# **MINUTES**

## **21<sup>st</sup> MEETING OF IQAC**

*Held on 15.12.2021*



**UNIVERSITY OF KERALA**

# **Minutes**

## **21<sup>th</sup> Meeting of IQAC, University of Kerala**

Date: 15.12.2021

Day: Wednesday

Time: 2.00 p.m.

Venue: Syndicate Room

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## **Members:**

### **Present**

1. Prof. V. P. Mahadevan Pillai, Vice - Chancellor (Chairman)
2. Prof. P. P. Ajayakumar, Pro Vice - Chancellor (Vice-Chairman)
3. Dr. K.G. Gopchandran, Member, Syndicate
4. Dr. K. S. Anil Kumar, Registrar
5. Sri. R. Mahadevan, Finance Officer
6. Dr. A. Bijukumar, Vice -Chairman, Credit and Semester System
7. Dr. Vinod Chandra S. S., Director, Computer Centre (i/c)
8. Dr. Unnikrishnan S. M., Associate Vice – President, International Business & Strategic Planning, HLL Life care Ltd, Poojappura.
9. Dr. K. S. Chandrasekhar, Professor and Head, Institute of Management in Kerala
10. Dr. B. Hariharan, Professor and Head, Institute of English
11. Dr. R. B. Binoj Kumar, Professor, Department of Geology
12. Dr. S. Mini, Professor, Dept. of Biochemistry
13. Dr. S. R. Sheeja, Professor, Department of Economics
14. Dr. E. Shaji, Associate Professor and Head, Department of Geology (Joint Director, IQAC)
15. Dr. Gabriel Simon Thattil, Director, IQAC

### **Absent**

1. Dr. S. Nazeeb, Member, Syndicate
2. The Chairman, Department Students' Union
3. The Chairman, Research Students' Union
4. Dr. Biveesh U. C., Research Officer & Nodal Officer, RUSA State Office, Thiruvananthapuram.
5. Dr. A. K. Prasad, Professor, Department of Economics
6. Dr. Jayachandran R., Professor and Head, Department of Hindi
7. Dr. S. Aji, Associate Professor, Department of Computer Science

# Items for Consideration

## **Item No. XXI.01: Approval of the minutes of 20<sup>th</sup> meeting of IQAC held on 09.09.2021:**

The minutes of the meeting were circulated via email through IQACoffice and the members have confirmed the same.

## **Item No.XXI.02: Action Taken Report on decisions of the 20<sup>th</sup> meeting of IQAC held on 09.09.2021:**

|  | <b>Action Taken</b>                               |
|--|---|
| <b>Item No.XX.03: NAAC Accreditation - IIQA and SSR uploading</b><br><b>---IQAC Decision---</b> The Director IQAC presented the status on NAAC accreditation process in terms of approval of IIQA, SSR compilation, sessions held for SSR and the work done on the same. The efforts put in by the Criteria conveners and the support from the Hon'ble Vice Chancellor, Pro Vice Chancellor, members of the Syndicate were acknowledged.Details of Accreditation fees to be paid were presented: <ol style="list-style-type: none"> <li>1. Assessment &amp; Accreditation Fee - Rs. 3,00,000/- + GST18%</li> <li>2. Logistics Fee - Rs. 3,00,000 + GST 18%</li> </ol> <b>Resolved to seek funding of Rs. 10 lakhs as per the NAAC requirements (including fees and other expenses) under the head h/a "Part I – NP – MH:63 Miscellaneous – 8/5993-NAAC Visit related expenses" of the current year's Budget Estimates of the University.</b><br><b>University to initiate reimbursement measure on accreditation fees from UGC once the Accreditation process is over.</b> | NAAC SSR submitted to NAAC on 21th November 2021. |
| <b>Item No.XX.04: Technology Transfer - Department of Physics with V- Measures Private Ltd., Thiruvananthapuram - Water cut Meter</b><br><b>---IQAC Decision---</b> The proposal was discussed in detail; Dr. Jayakrishnan R. explained the modalities. Revenue sharing from the transfer was proposed at the following rates: <ul style="list-style-type: none"> <li>• Technology Promoter (Investigator) - 30 %</li> <li>• Department - 35% and</li> <li>• University - 35%.</li> </ul> University to be acknowledged by the Owner on the product label.<br>A committee to be formed to formulate a policy on such transfers with funding with following constitution: <ol style="list-style-type: none"> <li>1. Dr. K. G. Gopchnadran, Member, Syndicate (Convener)</li> <li>2. The Finance Officer</li> <li>3. Dr. A. Bijukumar, Professor, Department of Aquatic Biology and Fisheries</li> <li>4. Dr. Binojkumar, Professor, Department of Geology</li> </ol> <b>Resolved to approve the proposal.</b>   | UO issued accordingly.                            |
| <b>Item No.XX.05: Refundof unutilized provisional advances sanctioned to Director, IQAC</b><br><b>---IQAC Decision---</b> Resolved to approve the refund the Provisional Advances sanctioned for Academic Summit, University Level Academic Audit (Performance Audit), Two day workshop on initiating project proposal and Training for teachers on e-content development without penal interest and seek fresh release after the NAAC accreditation process is complete.  | Refunded the Provisional Advances                 |
| <b>Item No. XX.10.: Proposal from Dr. Sreejith P., Assistant Professor, Department of Zoology- Conduct Industry Linked project</b><br><b>---IQAC Decision---</b> Resolved to approve the proposal from Dr. Sreejith P., Assistant Professor, Department of Zoology for conducting various in vitro and in vivo studies of natural products and extracts to exploit their potential and safety for skin/hair health applications with a total Budget of Rs. 2,72,000/- by receiving financial assistance from M/S Akay Natural ingredients Private Limited, Ernakulam.  | UO issued accordingly.                            |

|   |   |
|---|---|
| <p><b>Item No.XX.11: Reconstitution of CAS Screening Committee under IQAC</b><br/> <b>---IQAC Decision---</b>Dr. S. Nazeeb, Member, Syndicate suggested to reconstitute screening committee for CAS under IQAC. The committee was reconstituted as follows:<br/> 1. Director, IQAC (Convener)<br/> 2. Prof. Binoj Kumar R. B., Department of Geology<br/> 3. Prof. Jayachandran R., Department of Hindi<br/> <b>Resolved to approve the same.</b></p>   | <p>Reconstituted the CAS Screening Committee under IQAC</p> |
| <p><b>Item No.XX.12: Capturing data of the University under NAAC criteria - After accreditation process</b><br/> <b>---IQAC Decision---</b>Dr. Shaji E. proposed to have a system to continue capturing data of the University under NAAC criteria even after the accreditation process is over and Prof. K. S. Chandrasekhar suggested to have a team of youngsters in the NAAC Directorate to continue with the Quality assurance steps after the accreditation is over, as a step to have a line of leadership ready for the next cycle.</p> | <p>In progress.</p>   |

## Items for Consideration

### **Item No. XXI.03: NAAC Peer Team Visit(PTV)- Plan of Action**

As part of our accreditation process, we anticipate the NAAC PEER team to visit our campus during February-March 2022. A plan of action of action to be chalked out.

**---IQAC Decision---** *The meeting discussed the preparation to be undertaken considering the Peer Team Visit (PTV). The following decisions were taken:*

1. *Arrangements for Vice-Chancellor's Presentation: LED Wall along with other arrangements to be installed in the Syndicate Room. Registrar and Director, Computer Centre to coordinate on the same. The content for the presentation to be prepared by Director, IQAC in consultation with NAAC Directorate Conveners, each criteria Convenor to prepare 10 slides highlighting the most significant details in their criteria. The presentation software to be kept ready, Director, Computer Centre is entrusted for the same.*
2. *Cultural Programmes: Resolved to constitute a committee with following members to submit a proposal for the Cultural Programmes as part of NAAC PTV:*
  - i. *Pro-Vice-Chancellor (Convener)*
  - ii. *Dr. C. R. Prasad, Professor and Head, Department of Kerala Studies*
  - iii. *The Head, Department of Music*
  - iv. *Director, Department of Student Services*
  - v. *Director, Centre for Performing and Visual Arts*
  - vi. *Dr. Seema Jerome, Associate Professor, Department of Malayalam*
3. *The venue for the Cultural programmes and Exit Meeting to be Senate Hall, S. H. Campus and meeting with students to at the Seminar Halls at Kariavattom campus.*
4. *Resolved to include Controller of Examinations and Director (P&D) in future meetings of IQAC prior to PTV.*

### **Item No. XXI.04: Chancellor's Award 2021- Constitution of a committee for Collection and compilation of data**

Applications are invited from the State universities in Kerala for the prestigious Chancellor's Award instituted by the Hon'ble Governor of Kerala. The Data Capture Format (DCF) pertaining to the Chancellor's Award is made available on the KSHEC website. The period of evaluation is 1<sup>st</sup> July 2020 to 30<sup>th</sup> June 2021. The last date of submission of applications is 10<sup>th</sup> January 2022 (Monday 5 pm). A committee to be constituted for the collection and compilation of data.

**---IQAC Decision---** *Resolved to constitute a committee with following members for the data collection, compilation and submission of online application for Chancellor's Award 2021 and NIRF India Rankings 2022:*

**Chairman: Hon'ble Vice - Chancellor**

**Conveners:**

1. **Dr. S.R. Sheeja, Professor, Department of Economics (Convener, Chancellor's Award 2021)**
2. **Dr. Shaji A., Professor of History, School of Distance Education (Convener, NIRF India Rankings 2022)**

**Joint Conveners**

1. **Dr. Sam Solomon, Professor, Department of Optoelectronics**
2. **Dr. Manju S Nair, Professor, Department of Economics**
3. **Dr. Vinod Chandra S. S., Professor, Department of Computer Science**
4. **Dr. Subodh G., Assistant Professor, Department of Physics**
5. **Dr. Jayasree E.G., Assistant Professor, Department of Chemistry**
6. **Dr. P. Sreejith, Assistant Professor, Department of Zoology**
7. **Dr. Divya C. Senan, Assistant Professor, Department of Education**

**Members**

1. **Dr. Binoj Kumar R. B., Professor, Department of Geology**
2. **Dr. Jayachandran R., Professor, Department of Hindi**
3. **Dr. Shaji E., Associate Professor, Department of Geology**
4. **Dr. S. Resia Beegam, Committee I, NAAC Directorate**
5. **Dr. C. A. Josukutty, Committee II, NAAC Directorate**
6. **Dr. A. Bijukumar, Committee III, NAAC Directorate**
7. **Dr. Anil Chandran, Committee IV, NAAC Directorate**
8. **Dr. A. K. Prasad, Committee V, NAAC Directorate**
9. **Dr. Aji S., Committee VI, NAAC Directorate**
10. **Dr. S. Mini, Committee VII, NAAC Directorate**
11. **Dr. G. Raju, Professor, Department of Commerce**
12. **Dr. Shifa S., Professor, Department of Malayalam**
13. **Dr. Shiburaj S., Professor, Department of Botany**
14. **Dr. Girish Kumar R., Professor, Department of Political Science**
15. **Dr. Lal C. A., Professor of English, SDE**
16. **Dr. Pushpam M., Professor, Department of Sociology**
17. **Dr. S.R. Jayasree, Professor, Department of Hindi**
18. **Dr. K. Satheesh Kumar, Professor, Department of Futures Studies**
19. **Dr. Meena T. Pillai, Professor, Institute of English**
20. **Dr. Christabell P.J., Associate Professor, Department of Economics**
21. **Dr. R. Jayakrishnan, Associate Professor, Department of Physics**
22. **Dr. Rajalakshmi R., Associate Professor, Department of Botany**
23. **Dr. Jayalakshmi Thazheveetil, Assistant Professor, Department of Sanskrit**
24. **Dr. Darwin L., Assistant Professor, Department of Linguistics**
25. **Dr. Suneesh C. V., Assistant Professor, Department of Chemistry**
26. **Dr. Janeesh P.A., Assistant Professor, Department of Biochemistry**
27. **Dr. Deepa K. G, Assistant Professor, Department of Physics**
28. **Dr. Nithya N.R., Assistant Professor, Department of Political Science**
29. **Dr. Lakshmi Priya N., Assistant Professor, Institute of English**
30. **Dr. Appu Jacob John, Assistant Professor, Institute of English**
31. **Shri. Anees A, Assistant Professor, Department of German**
32. **Dr. Gabriel Simon Thattil, Director, IQAC**

### **Item No. XXI.05: NIRF India Rankings 2022- Constitution of a committee for Collection and compilation of data**

A committee to be constituted for the collection and compilation of data.

**---IQAC Decision---: Resolved to constitute the committee as detailed in Item No.XXI.04**

### **Item No. XXI.06: Azadi ka Amrit Mahotsav (AKAM) - Plan of Action**

India is celebrating 75 years of Independence “Azadi ka Amrit Mahotsav (AKAM)” from March, 2021 to August, 2023, various activities are to be undertaken under AKAM.A plan of action of action to be chalked out based on UGC letter (*Appendix I*)

**---IQAC Decision---: Resolved to inform departments to undertake activities under AKAM based on guidelines by UGC.**

## **Items for Reporting**

### **Item No.XXI.07: Meritorious Research Achievement- Cash Awards**

University of Kerala initiated annual cash awards for teachers manifesting excellence in Academic Performance and Research. Meritorious Research Achievements Awards for the year 2020 were distributed by the Hon'ble Vice Chancellor, Prof. V.P. Mahadevan Pillai on 23<sup>rd</sup> September 2021 at 9.30 a.m., at the function held on Seminar Hall, Department of Aquatic Biology & Fisheries, University of Kerala, Kariavattom. The Hon'ble Pro-Vice-Chancellor and Members of the Syndicate participated along with other dignitaries.

**---IQAC Decision---: Noted**

### **Item No.XXI.08: NIRF Ranking 2021**

University of Kerala Ranked 27<sup>th</sup> in India and had a top most position in the state.

**---IQAC Decision---:Noted**

### **Item No.XXI.09: Meet the Scholar Programme - Sri. Gopinath Muthukad**

CACEE, University of Kerala and IQAC jointly organised an interaction with renowned magician, Sri. Gopinath Muthukad as part of the programme Meet the Scholar. The event was held on 10<sup>th</sup> November 2021 from 11.00 a.m. to 12 .30 p.m., at Seminar Hall, Department of Aquatic Biology and Fisheries, Kariavattom Campus. The Hon'ble Vice-Chancellor delivered the key note address.

**---IQAC Decision---:Noted**

### **Item No.XXI.10: Meet the Scholar – Department of Physics**

IQAC in collaboration with the Department of Physics, University of Kerala organised a Webinar as part of “Meet the Scholar” Lecture Series on 11th November 2021 at 5.30 p.m. in the online mode with Padmashri Prof. Dipankar Banerjee, Professor Emeritus, Department of Materials Engineering, Indian Institute of Science, Bangalore as the Resource Person. Prof. Dipankar Banerjee spoke on the topic ‘Science, Technology and Society.

**---IQAC Decision---:Noted**

The meeting came to an end by 3.30 p.m.

**Dr. Gabriel Simon Thattil**  
**Director**  
**Internal Quality Assurance Cell**  
**University of Kerala**

**Dr. V. P. Mahadevan Pillai**  
**Chairman**  
**Internal Quality Assurance Cell**  
**University of Kerala**  
**18.12.2021**

प्रो. धीरेन्द्र पाल सिंह  
अध्यक्ष  
Prof. D. P. Singh  
Chairman



विश्वविद्यालय अनुदान आयोग  
शिक्षा मंत्रालय, भारत सरकार  
University Grants Commission  
Ministry of Education, Govt. of India

D.O. No. 14-4/2021 (CPP-II)

February, 2021

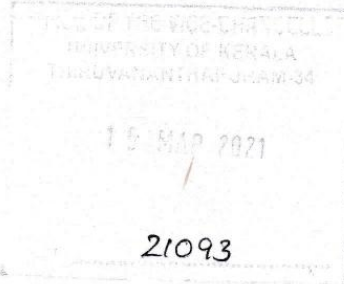
Dear Sir/ Madam,

The Government of India is commemorating the 75 years of India's Independence as "Bharat ka Amrut Mahotsav" which would commence from 75 weeks before 15<sup>th</sup> August 2022 and continue up to 15.08.2023. The idea behind this Mahotsav is to create a vision for India@2047. The Mahotsav will see various social and cultural events along with the showcase of technological and scientific achievements of our country. The event will also highlight some unknown locations of India and contributions made by freedom fighters. All Higher Education Institutions may undertake the following activities on this occasion:

1. Draw up detailed plans for the events / activities. Convergence of themes / programs while planning out events / activities.
2. Events / activities may be planned to showcase accomplishments since 1947 so as to instill a sense of pride, and with a view to creating a vision for India@2047.
3. The celebrations may be a reminder of the contributions of those freedom fighters and locations that have remained in relative obscurity.
4. Proposed activities and events to reflect an All India character cover events / locales across the country and be people intensive.
5. A calendar of activities / events with specific timelines, incorporating elements of the proposed action plan and suggestions made thereon.

You are requested to kindly take appropriate measures to undertake the above activities in your esteemed University and affiliated colleges and publicize them so that general public is made aware.

With kind regards.



Yours sincerely,

*D.P. Singh*  
(D.P. Singh)

To  
Vice-Chancellor  
University of Kerala  
Thiruvananthapuram - 695 034  
Kerala

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